

## Fifth Member Position on the Danvers Retirement Board

The Danvers Retirement Board requests that individuals interested in serving in a voluntary capacity as the Fifth Member of the Danvers Retirement Board submit a letter of interest listing qualifications no later than the end of business on September 19, 2022. In accordance with M.G.L. c 32 § 20(4) the Fifth Board Member will be appointed by the other four board members for a three-year term commencing on October 28, 2022.

Danvers Retirement Board Members are fiduciaries of the Danvers Retirement System who are responsible for overseeing the administration of retirement benefits to over 900 active and retired public employees of 3 governmental units. Board Members perform their duties solely in the interest of its members and beneficiaries in accordance with Massachusetts General Laws, the rules and regulations promulgated by the Public Employee Retirement Administration Commission (PERAC) and the rules and regulations adopted by the Board as approved by PERAC. The successful candidate must be available to attend Board meetings once a month (typically the last Wednesday of the month at 2PM). Per Massachusetts General Laws, Chapter 32, § 20(4)(b). The Fifth Member shall NOT be an employee, retiree or official (elected, appointed or volunteer) of the Town of Danvers.

The term of office shall run from October 28, 2022, thru October 27, 2025.

Board Members are required to:

- File an Annual Statement of Financial Interest with PERAC detailing personal assets
- Complete Conflict of Interest and Ethics training biannually
- Develop knowledge of Massachusetts Open Meeting Law
- Develop knowledge of Massachusetts General Laws, Chapter 32
- Attend meetings, seminars and education trainings as necessary
- Complete 18 hours of training during their term in order to continue to serve on the Board.

Letters of interest, resumes and other qualifications may be mailed, or hand delivered to the Danvers Retirement System, 1 Sylvan Street, Danvers MA 01923 or sent electronically to [slittle@danversma.gov](mailto:slittle@danversma.gov).

For additional information regarding the Fifth Member position, please contact Susan Little, Retirement Manager (978) 777-0001 ext. 3044.